The background features a stylized illustration of wind turbines on the left, a city skyline, and a car at the bottom. Large, interlocking gears are visible in the lower-left corner. The background is a gradient of blue and green with wavy lines.

August 10, 2009
Sacramento

August 12, 2009
Diamond Bar

CLEAN ENERGY SUMMIT

California Energy Commission
Employment Development Department
Employment Training Panel
California Workforce Investment Board

A graphic on the left side of the slide features two white wind turbines of different sizes. In the foreground, there are several interlocking gears with blue and green patterns. A small white car is visible on a road in the background. The background is a light blue gradient with faint circular patterns.

Clean Energy Workforce Training Program Solicitation for Proposal

Lynora Sisk and Melissa Ochoa
Workforce Services Branch Managers
Employment Development Department



California Clean Energy Workforce Training Program (CEWTP) Solicitation for Proposal (SFP)

Introduction

- Collaborative effort between California Energy Commission, California Workforce Investment Board, Employment Development Department
- Goal is to promote use of industry sector strategies to address need for skilled workers in:
 - Energy Efficiency
 - Water Efficiency
 - Renewable energy (distributed generation and utility- scale)
 - Clean and Renewable Transportation, Vehicles and Fuels

Clean Energy Workforce Training Program

SFP Availability and Layout

SFP is available on the EDD Web site:

[http://www.edd.ca.gov/Jobs_and_Training/
WDSFP_Workforce_Development_Solicitations_for_Proposals.htm](http://www.edd.ca.gov/Jobs_and_Training/WDSFP_Workforce_Development_Solicitations_for_Proposals.htm)

Three Main Components to the SFP

- Main SFP Document - overview, deadlines, submission instructions, requirements, proposal evaluation criteria
- Proposal Package Instructions - Detailed instructions on completing the forms
- Proposal Forms

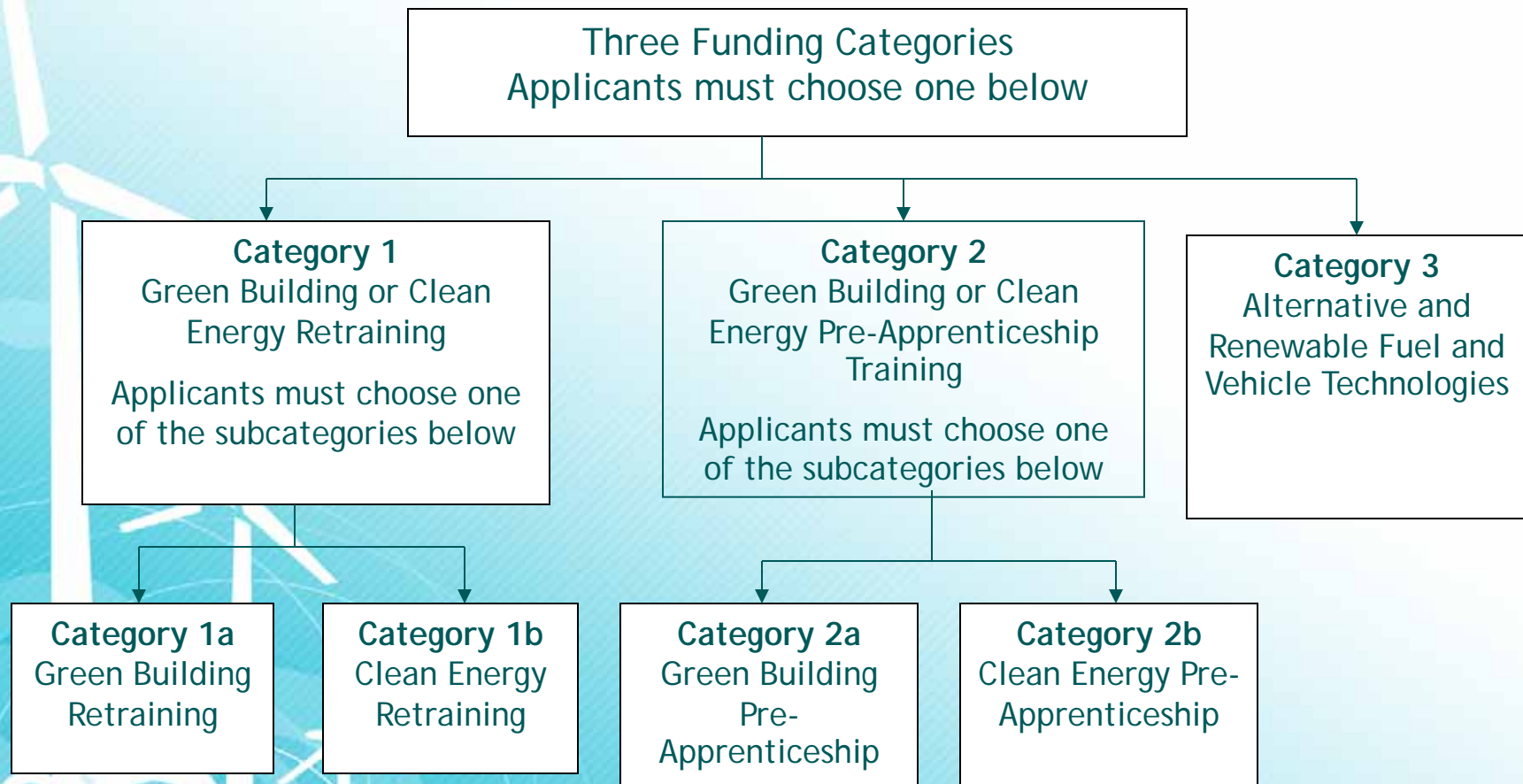
Clean Energy Workforce Training Program

Funding for CEWTP SFP

Fund Source	Funds Available (in millions)
Recovery Act, State Energy Program (SEP)	\$14.5
Recovery Act, Workforce Investment Act (WIA) Governor's 15 Percent	\$5.0
Assembly Bill 118, Alternative and Renewable Fuel and Vehicle Technology Program	\$3.8
Subtotal	\$23.3
Public-Private Leveraged Match	\$23.3
Total Funds	\$46.6

Clean Energy Workforce Training Program

CEWTP Funding Categories



Section 1B Funding Availability

Categories 1 and 2

- Total funds available - \$18.5 million
- Maximum Award - \$1 million
- Required percentages by fund source
 - SEP - 80 percent, maximum \$800,000
 - WIA 15 percent - 20 percent, maximum \$200,000

Clean Energy Workforce Training Program



Section 1B Funding Availability

Category 3

- Total funds available - \$4.8 million
- Maximum Award - \$500,000
- Required percentages by fund source
 - AB 118 - 80 percent, maximum \$400,000
 - WIA 15 percent - 20 percent, maximum \$100,000

Clean Energy Workforce Training Program



Section 1C Funding Category Requirements

Category 1 - Green Building or Clean Energy Retraining Partnerships

- Intent is to build on individual's existing construction skills through new skill development and retool them for employment in green building or clean energy occupations
- Category 1a - Training in green building, energy and water efficiency and distributed renewable energy practices/technologies
or
- Category 1b - Training in utility-scale renewable energy generation, transmission and distribution practices/technologies

Clean Energy Workforce Training Program

The background of the slide features a stylized illustration. On the left, there are several white wind turbines of varying sizes. In the bottom left corner, there are interlocking gears with blue and green segments. A small white car is visible on a road in the lower middle. The background is a gradient of light blue and green, with faint circular patterns.

Section 1C Funding Category Requirements

Category 1a - Green Building Retraining Partnerships

- General requirements
 - Classroom and hands-on training that provides:
 - Green building principles
 - Building science fundamentals
 - State energy codes licensure laws

Section 1C Funding Category Requirements

Category 1a - Green Building Retraining Partnerships (con't)

- Specific Requirements
 - Training on compliance with the State Energy Efficiency Standards (code training) listed in SFP
 - Web site: <http://www.energy.ca.gov/title24/>
 - Offer industry-recognized certificate training in the following:
 - Certified Green Building Professional training and
 - Four additional technical trainings from the chart in SFP



Section 1C Funding Category Requirements

Category 1a - Green Building Retraining Partnerships (con't)

- Bonus Points
 - Applicants that deliver comprehensive training program will receive three bonus points if all of the below criteria are met:
 - Includes six or more innovative and appropriate industry certified trainings
 - Set of sequential curricula
 - Results in standardized skill sets upon completion



Section 1C Funding Category Requirements

Category 1b - Clean Energy Retraining Partnerships

- General requirements
 - Classroom and hands-on training for program participants that lead toward a solid foundation in:
 - Renewable energy principles,
 - Utility technology fundamentals and
 - Practices/technologies in the installation of utility-scale renewable energy fields including generation, transmission, or distribution technologies



Section 1C Funding Category Requirements

Category 1b -Clean Energy Retraining Partnerships (con't)

- Offer skills training selected from only the following technologies:
 - Geothermal
 - Wind
 - Biomass
 - Solar Photovoltaic
 - Solar Thermal
 - Hydroelectric
 - Transmission and Distribution Infrastructure



Section 1C Funding Category Requirements

Category 1b - Clean Energy Retraining Partnerships (con't)

➤ Skills training offered for the approved renewable energy technology can include classroom, field and on-the-job training in the following areas:

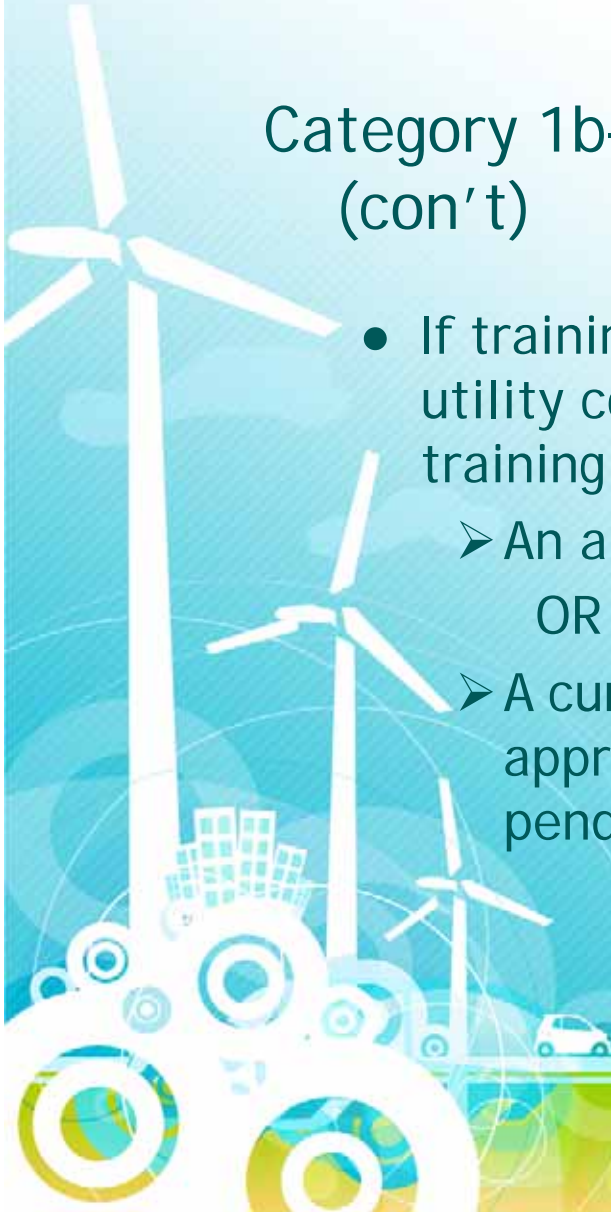
- Generation,
- Transmission, or
- Distribution Technologies



Section 1C Funding Category Requirements

Category 1b- Clean Energy Retraining Partnerships (con't)

- If training is not aligned with public or investor-owned utility companies, applicants must certify that the training will be delivered through:
 - An apprenticeship program approved by DIR
 - OR
 - A curriculum of classroom instruction that has been approved under Labor Code Section 3099.4 or is pending approval



Section 1C Funding Category Requirements

Category 2 - Green Building or Clean Energy Pre-Apprenticeship Training Partnerships

- Intent is to prepare new workforce entrants, unemployed or underemployed workers with no construction experience for work in the building retrofit or utility-scale renewable energy fields.
 - Category 2a - Pre-apprenticeship training in green building, energy and water efficiency to prepare individuals for work in the building retrofit field.
- OR
- Category 2b - Pre-apprenticeship training in utility-scale renewable energy generation, transmission and distribution practices/technologies to prepare individuals for work in the utility-scale renewable energy field.

Clean Energy Workforce Training Program

Section 1C Funding Category Requirements

Category 2a - Green Building Pre-Apprenticeship Training Partnerships

- General Requirements
 - Provide an understanding of:
 - Basic construction practices/technologies
 - Solid grounding in green building and energy and water efficiency
- Specific Requirements
 - Provide classroom and hands-on skill training in all of the following areas:
 - Environmental literacy
 - Introduction to Green Building
 - Energy Fundamentals
 - Retrofits and Energy Efficiency
 - Water Efficient Building and Retrofits
 - Solar Hot Water Installation and Design Principles
 - Solar Electricity Installation and Design Principles

Section 1C Funding Category Requirements

Category 2a - Green Building Pre-Apprenticeship Training Partnerships (con't)

- Based on participant's assessment results, offer basic skills training in:
 - Math
 - Reading and Writing
 - Map and Plan Reading
 - Verbal Communication
 - Workforce Skills (Accountability, Ethics, Performance, and Professionalism)
 - Vocational English as a Second Language



Section 1C Funding Category Requirements

Category 2b - Clean Energy Pre-Apprenticeship Training Partnerships

- General Requirements
 - Provide a solid foundation in:
 - Renewable energy principles
 - Utility technology fundamentals
 - Practices/technologies in the installation of utility-scale renewable energy fields including generation, transmission, or distribution technologies

Section 1C Funding Category Requirements

Category 2b - Clean Energy Pre-Apprenticeship Training Partnerships (con't)

➤ Offer skills training selected from only the following technologies:

- Geothermal
- Wind
- Biomass
- Solar Photovoltaic
- Solar Thermal
- Hydroelectric
- Transmission and Distribution Infrastructure
- Smart Grid Design and Infrastructure



Section 1C Funding Category Requirements

Category 2b - Clean Energy Pre-Apprenticeship Training Partnerships (con't)

- Skills training offered for the approved renewable energy technology can include classroom, field and on-the-job training in the following areas:
 - Generation,
 - Transmission, or
 - Distribution Technologies



Section 1C Funding Category Requirements

Category 2b - Clean Energy Pre-Apprenticeship Training Partnerships (con't)

- Based on participant assessment results, offer basic skills training in:
 - Math
 - Reading and Writing
 - Map and Plan Reading
 - Verbal Communication
 - Workforce Skills (Accountability, Ethics, Performance, and Professionalism)
 - Vocational English as a Second Language



Section 1C Funding Category Requirements

Category 3 - Alternative and Renewable Fuel and Vehicle Technologies Workforce Development and Training Partnerships

- Intent is to prepare well-trained workforce to design, construct, install, operate, service, and maintain new fuels and fueling infrastructure and more efficient vehicles
- AB 118 Purpose
 - To develop and deploy alternative and renewable fuels and vehicle technologies in the marketplace,
 - To transform California's fuel and vehicle types, and
 - To help attain the State's climate change policy goals

Clean Energy Workforce Training Program

Section 1C Funding Category Requirements

Category 3 - Alternative and Renewable Fuel and Vehicle Technologies Workforce Development and Training Partnerships (con't)

- Classroom and hands-on training examples:

- Fuel feedstock production and/or extraction
- Alternative and renewable fuel distribution
- Alternative and renewable fuel transport, and/or storage
- Idle management technology and other conservation technologies
- High-performance and low-emission vehicle technology
- Automotive computer systems
- Mass transit fleet and clean vehicle conversion, service, and maintenance

Clean Energy Workforce Training Program

Section 1D - Target Population

Category 1 - Green Building or Clean Energy *Retraining* Partnerships

- Unemployed or underemployed workers, with a focus on construction workers

Category 2 - Green Building or Clean Energy *Pre-Apprenticeship* Training Partnerships

- Unemployed or underemployed or new workforce entrants
- Bonus points for serving at least 25% from special needs populations
 - Low income
 - Veterans
 - Ex-offenders
 - Limited English Skills
 - (ETC)

Clean Energy Workforce Training Program

Section 1D - Target Population con't

Category 3 - Alternative and Renewable Fuel and Vehicle Technologies Workforce Development and Training Partnerships

- Unemployed or underemployed
- Incumbent workers, with a focus on transportation, fuel, vehicle and component manufacturing related workers

Clean Energy Workforce Training Program



Section 1E - Eligible Applicants and Partnerships

Eligible Applicants

- Categories 1 and 2
 - One of two lead agencies
 - Local Workforce Investment Boards
 - Community College Districts or local Community Colleges
- Category 3
 - Local Workforce Investment Boards
- All Applicants
 - Allowed up to three applications as the lead applicants, one for each of the categories
 - Applicants forming regional partnerships with utilities, labor organizations, educational institutions, public housing agencies and other organizations will receive additional preference

Clean Energy Workforce Training Program



Section 1E - Eligible Applicants and Partnerships

Required Partners

- Categories 1 and 2
 - Lead applicant must demonstrate a partnership with an LWIB or Community College (whichever is not the lead)
- Category 3
 - Lead applicant must demonstrate a partnership with at least one training provider and one employer

Clean Energy Workforce Training Program

Section 1E - Eligible Applicants and Partnerships

- All Categories

- Each regional partnership must have a Green Employer Council
 - Council should have at least one representative from each industry in which proposal will provide training
 - Council should provide
 - Oversight and ensure training is relevant to “real world” jobs
 - Industry-based advice on curriculum and program delivery
 - Council may commit to hire program graduates

Clean Energy Workforce Training Program



Section 1F - Allowable Uses of Funds

- Must comply with requirements under Recovery Act funds
- Use the WIA allowable activities for all fund sources
- Energy Commission SEP (Category 1 and 2) may be used for curricula development or other training materials and equipment
- AB 118 (Category 3) funds cannot be used for curricula development or equipment
- All fund sources - no more than 5 percent may be used for staff development costs
- Regional Action Clinics
 - Grantees required to participate
 - Forum to develop expertise in industry sector strategies and share information
 - Set aside funds for travel to at least 2 clinics

Clean Energy Workforce Training Program

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Section 1G and 1H

G. Administrative Costs Limits

- Administration limited to 10%

H. Length of Project

- Projects may operate up to 18 months

Section 2 - Significant Dates

- SFP Release August 6, 2009
- Last date to notify Energy Commission of Regional Community Forum August 17, 2009
- Last date to conduct Regional Community Forum August 21, 2009
- Proposals Due September 9, 2009
- Award Announcements October 1, 2009

Section 3 - Questions and Answers

- Submit by August 21, 2009, to EDD e-mail CleanEnergySFP@edd.ca.gov
- Answers posted on a flow basis on EDD's SFP Web site:
http://www.edd.ca.gov/Jobs_and_Training/WDSFP_Workforce_Development_Solicitations_for_Proposals.htm

Section 4 - Proposal Submission Instructions

- Proposal deadline is September 9, 2009 by 3 p.m. Pacific Daylight Savings Time
- LATE PROPOSALS WILL NOT BE ACCEPTED
- Methods for submittal
 - Mail
 - Courier
 - Hand delivery

Note: Due to furloughs, hand-delivered proposals will not be accepted on August 7, 14, 21, and September 4.

Section 5A and 5B

A. Minimum Requirements

- Proposals that do not adhere to these requirements will not be scored or considered for funding:
 - Must use the forms package provided and complete all required forms
 - Applicants may submit up to three applications: one for each category

B. Match Requirements

- Applicants will be required to demonstrate a dollar-for-dollar cash and/or in-kind match
- WIA or non-WIA funds may be used as match
- All cash and/or in-kind match must be documented with a letter of commitment verifying the match and attached to the proposal (Note: if the applicant is providing match, they must submit a commitment letter describing the match)



Section 5C - Bonus Points Requirements

- All Categories
 - Community Forums - 5 bonus points
 - Local Government commitment of Recovery Act or other local resources - 3 bonus points
- Category 1a ONLY
 - Sequential curricula to include 6 or more certified trainings which result in standardized skill sets upon completion - 3 bonus points
- Category 2 ONLY
 - Applicants serving at least 25% of the total participants from special needs populations (ex: veterans, low income, ex-offenders, etc.)



Section 5D - Application Requirements

- Must meet application requirements or lose points
 - 6 copies, two with original signatures
 - Narrative limited to 15 pages
 - 12 point font
 - Each copy stapled, no special bindings, report cover or tabbed separators
 - Include a compact disk, jump drive or diskette of proposal package (excluding letters of commitment)



Section 5E and 5F

E. Proposal Package Instructions

- Available on EDD's Web site

F. Format and Document Order

- Checklist to ensure all required documents are included



Section 6A - Proposal Evaluation and Recommendation for Funding

- Concentrate your efforts on the areas with the most points
- Proposals read by a team of 3 readers; scores are averaged
- Ranked scores will be primary basis for making recommendations
- Past WIA performance, monitoring/compliance and outstanding audits are checked
- Recommendations made to Energy Commission, the EDD Director, State Board Director and LWDA Secretary
- Proposal criterion and associated points in charts below:

Section 6A – Proposal Evaluation and Recommendation for Funding (con't)

Category 1 Criterion	Points
Narrative Section I. Statement of Need	15
Narrative Section II. Target Group	10
Narrative Section III. Planned Approach	35
Narrative Section IV. Performance Goals	10
Narrative Section V. Local Partnership and Leveraged Resources	20
Narrative Section VI. Budget Summary Narrative and Plan	10
<i>Bonus Points: Community Forum held– SFP Form 6 (attached)</i>	5
<i>Bonus Points: Local Government Commitments</i>	3
TOTAL POINTS	108
<i>*Additional Bonus Points for Category 1a Green Building Applications ONLY</i>	3
<i>TOTAL POSSIBLE POINTS for Category 1a Green Building Applications ONLY</i>	111

Section 6A – Proposal Evaluation and Recommendation for Funding (con't)

Category 2 Criterion	Points
Narrative Section I. Statement of Need	15
Narrative Section II. Target Group	10
Narrative Section III. Planned Approach	35
Narrative Section IV. Performance Goals	10
Narrative Section V. Local Partnership and Leveraged Resources	20
Narrative Section VI. Budget Summary Narrative and Plan	10
<i>Bonus Points:</i> Community Forum held– SFP Form 6 (attached)	5
<i>Bonus Points:</i> Local Government Commitments	3
<i>Bonus Points:</i> 25% Total Served from Special Needs Populations	3
TOTAL POINTS	111

Section 6A – Proposal Evaluation and Recommendation for Funding (con't)

Category 3 Criterion	Points
Narrative Section I. Statement of Need	15
Narrative Section II. Target Group	10
Narrative Section III. Planned Approach	35
Narrative Section IV. Performance Goals	10
Narrative Section V. Local Partnership and Leveraged Resources	20
Narrative Section VI. Budget Summary Narrative and Plan	10
<i>Bonus Points:</i> Community Forum held– SFP Form 6 (attached)	5
<i>Bonus Points:</i> Local Government Commitments	3
TOTAL POINTS	108

Section 6B and 6C

B. Notification of Recommendation for Funding

- Notice posted to the Web site and in a news release
- Successful applicants will be notified by phone
- Unsuccessful applicants will be notified by mail

C. Contracting

- EDD uses subgrant agreements as the binding contract
 - WIA Funds - see Appendix C for General Provisions and Standards of Conduct and Appendix C-1 for Recovery Act provisions
 - Energy Commission Funds (SEP and AB 118) - Provisions are currently under development and will be provided to awardees prior to the contract negotiations
 - EDD may request to incorporate changes to original proposal
 - Contract negotiations in October 2009
 - Earliest project start date October 1, 2009



Section 7 - Appeal Process

- May be disqualified for not meeting the minimum requirements and an appeal of that disqualification may be filed
- No appeal for not meeting the proposal submission deadline
- Timeframes for the appeal process on page 22 of the SFP



Section 8A, 8B, and 8C

A. Program Requirements

- Applicants will be required to participate in semi-annual best practices summits

B. Monitoring and Audits

- Awardees will be monitored and/or audited by the State
- Grantees may be subject to single audit requirements in OMB Circular A-133

C. Record Keeping

- Awardees must retain all records pertinent to this contract for three years from the date of final payment of the contract

Section 8D - Reporting

- Must report expenditure, participant and outcome data to the state
- Job Training Automation System is vehicle for reporting
- Appendix E contains information on the hardware and software requirements
- Monthly participant and expenditure reports required
- Additional data elements and narrative reports may be required for the Energy Commission funds. State to issue further guidance once awards have been made
- Grant funds subject to revocation for failure to meet performance criteria or reporting requirements



Section 8E - Cash Disbursements

- WIA funds - cash disbursement will follow the normal WIA procedures using the JTA system
- Energy Commission funds (SEP and AB 118)
 - Cash disbursement system currently under development.
 - JTA system will not be used for processing these cash requests.
 - An invoice process with disbursement of cash through State Controller warrants is being developed.
 - The State will make every effort to minimize the time between the request for cash and the receipt of funds.
 - Further guidance will be issued to awardees.

Section 8F and 8G

F. Performance Goals

- State goals provided as point of reference:

Performance Goals Description	Performance Goals (%)
1. Placement in Education or Training	100%
2. Completed Training	80%
3. Attained Recognized Certificate/Degree	70%
4. Placement in Unsubsidized Employment	73%
5. Retained Employment (6 months)	81%

G. Closeout

- Required 60 days after the completion of the grant
- WIAD06-3, WIA Closeout Handbook provides specifics



Section 8H and 8I

H. Compliance

- All funds subject to state and federal statutory and regulatory requirements

I. Evaluation

- The state may conduct a statewide evaluation of the projects
- Grantees will be required to participant by providing requested data and information



SFP Instructions and Forms

- Proposal Package Instructions
- Cover/Signature Page
- Proposal Narrative Form
- SFP Form 1 - Project Work Plan
- SFP Form 2 - Performance Goals Matrix
- SFP Form 3 - Partner Roles, Responsibilities and Resources Chart
- SFP Form 4 - Budget Summary Plan
- SFP Form 5 - Supplemental Budget Form (if applicable)
- SFP Form 6 - Community Forum Documentation Form



SFP Proposal Package Instructions

- Provides detailed instructions for completing the proposal narrative and forms
- Contains the detail criteria used in evaluating your proposal
- Each section contains a link to the applicable form

The background of the slide features a stylized illustration on the left side. It includes several white wind turbines of varying sizes against a light blue sky. Below the turbines, there are white gears of different sizes, some of which are interlocked. A small white car is visible on a road that runs horizontally across the middle of the illustration. The bottom of the slide is a solid yellow-green bar.

Cover/Signature Page

- Project category focus
- Amount of funding requested
- Applicant contact information
- Authorized representative's signature
- Proposal Summary
 - Limited to one page
 - Clear, concise description of project
 - Includes description of the targeted region, targeted industries, primary partners, target population and number of participants to be served, proposed training activities, and a description of the career pathways or occupations that individuals will be placed in



Proposal Narrative Form

- Limited to 15 pages
- Contains 6 sections
 - Statement of Need
 - Target Group
 - Planned Approach
 - Performance Goals
 - Local Partnerships and Leveraged Resources
 - Budget Summary and Narrative Plan



Contact Information

- Lynora Sisk
Communications, Research and Grants
Section Manager
(916) 654-7854
lynora.sisk@edd.ca.gov
- Melissa Ochoa
Solicitation and Grants Unit, Manager
(916) 653-1263
melissa.ochoa@edd.ca.gov